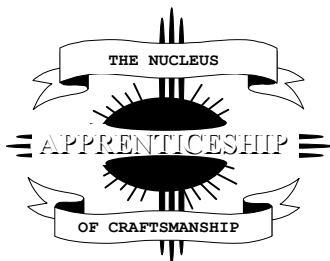




STANDARDS OF APPRENTICESHIP
adopted by

PACIFIC NORTHWEST IRONWORKERS AND EMPLOYERS LOCAL #29
APPRENTICESHIP COMMITTEE

<u>Skilled Occupational Objective(s):</u>	(sponsor)	<u>DOT</u>	<u>Term</u>
IRONWORKER		801.361-014	6400 HOURS



APPROVED BY
Washington State Apprenticeship and Training Council
REGISTERED WITH
Apprenticeship Section of Specialty Compliance Services Division
Washington State Department Labor and Industries
Post Office Box 44530
Olympia, Washington 98504-4530

APPROVAL:

JULY 16, 1987

Initial Approval

By: ALAN LINK
Chairman of Council

JULY 16, 1999

Addendum Amended

By: PATRICK WOODS
Secretary of Council

JULY 21, 2000

Committee Amended

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NOTE: THE FOLLOWING ADDENDUM SHALL BE SPECIFIED TO THE INDIVIDUAL JOINT APPRENTICESHIP AND TRAINING COMMITTEE AND ITS CRAFTS:

The following standards for structural, ornamental, and reinforced ironworker apprentices have been prepared by the representatives and employers of ironworkers and registered with the Washington State Apprenticeship and Training Council.

1. GEOGRAPHICAL AREA COVERED:

The area covered by these standards shall be as follows: All of Klickitat, Skamania, Clark, Cowlitz, and Wahkiakum Counties and that portion of Pacific County south of a straight line made by lengthening the boundary line of Wahkiakum County west to the Pacific Ocean.

2. MINIMUM QUALIFICATIONS:

Age: Minimum 18 years.
Education: High school graduate or GED equivalent
Physical: Must be able to perform the rigorous manual labor required by the trade and have the ability to work safely at high elevations.
Testing: N/A.
Other: All applicants must speak, read, and write the English language at a level to complete the application, understand the Related and Supplemental Instruction courses and to insure safety on the job site.

3. CONDUCT OF PROGRAM UNDER WASHINGTON EQUAL EMPLOYMENT OPPORTUNITY PLAN:

A. Selection Procedure:

Applications may be submitted on the 2nd and 4th Wednesday of each month, and information is available at:

Pacific Northwest Ironworkers and Employers Apprenticeship
6701 SE Foster Road
Portland, OR 97206
Phone (503) 775-0877

The Committee shall select apprentices from a ranked pool of eligibles on a continuous basis.

Note: The sponsor shall provide all unemployed apprentices an opportunity to be re-employed prior to selecting new apprentices.

1. Public notice of program opening shall be distributed in accordance with the committee's affirmative action plan at least semi-annually. This notice

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shall be distributed not less than 30 days in advance of the earliest date for application.

2. The notice will establish the date, time, and place applications will be accepted. It will list the minimum qualifications for the program and provide a general description and duties of the occupation.

Applications will be provided to any interested individual.

Prior to receiving an application, each applicant will sign the Applicant Log, which will identify all applications by a log number that corresponds to the application number.

All applications and supporting documentation must be returned to the sponsor's office by the specified deadline and will be reviewed for minimum qualifications.

Applicants who do not meet the minimum qualifications will be notified in writing. All eligible applicants will be required to attend 20-hour safety and trade general orientation. Any applicant that fails to attend will be removed from the pool of eligibles.

Pool of eligibles:

Qualifying applications will be initially scored and ranked based on the point system detailed below. These individuals will then be placed in a pool of eligibles in ranked order and retained on the list for a period of two (2) years.

All eligible applicants must attend an oral interview to remain on the list. Final ranking will occur after interviews are conducted. All grading and interviewing will be done by the Apprenticeship Coordinator on a regular basis.

Apprentices shall be placed in employment in a descending order based on their ranking. The first apprentice on the list will be the first dispatched.

Applicants will be re-ranked on a regular basis as additional applications are received. All eligible applicants must reconfirm their interest entering the trade on a quarterly basis. Failure to do so will remove their name from the list of eligibles.

Individuals may be removed from the pool at an earlier date by their request or following their failure to respond to an apprentice dispatch provided through the placement process.

Ranking System Points

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Points will not be given unless the applicant provides documentation (letters from employers on company letterhead, DD214, course certificates, school transcripts, etc.)

Drivers License	4.5 points
High School Diploma	10 points
GED	8 points
Education, High School, or GED:	10 maximum
Additional points may be earned from these courses with a grade of "C" or better:	
1 point for each term of math	4 points maximum
1 point for each term of shop	4 points maximum
1 point for each term of Mech. Drawing	4 points maximum
Personal References:	12 maximum
_____ # of references x 4	
Military Experience:	8 maximum
Regular military - 2 points per year	
Reserves or National Guard - 1 point per year	
Work Experience:	20 maximum
<u>At steel erection trade:</u>	
1 to 12 months (1 point per month)	
12 to 18 months (2 points per month)	
Over 18 months (20 points)	
<u>Trade Related</u>	10 maximum
In construction field (2 points per year)	
Shop or shipyard (2 points per year)	
Oral Interview	10 maximum
Total score _____ divided by number of interviewers = interview score	

EXCEPTIONS

1. State or Federal registered Ironworker Apprentices in good standing may transfer into this Ironworker Apprenticeship program at the same level, continuing their Apprenticeship without interruption, upon submittal of the appropriate documentation.

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2. Apprentices requesting re-entry to this Apprenticeship program must make their request in writing and may be allowed to continue their apprenticeship where they left off. Apprentices TWICE TERMINATED for just cause, may reapply through the normal process.
3. An employee of a non-signatory employer not qualifying as a journeyman when the employer becomes signatory shall be evaluated by the JATC and indentured at the appropriate period of apprenticeship based on previous work experience and related training.
4. Employees of non-signatory employers who do not meet eligibility for journeyman status will be given credit for past experience and indentured into the training program.

B. Affirmative Action Plan:

1. Participation in annual workshops, if available, designed to familiarize all concerned with the apprenticeship system and current opportunities.
2. Cooperate with school boards, community colleges, and vocational schools to develop programs which prepare students for entrance into apprenticeship.
3. Disseminate information, within shops or concerns, concerning equal opportunity policies of the program's Sponsor(s).
4. Use minority and women (minority and non-minority) journeyman and apprentices to promote the affirmative action program.
5. Grant credit for previous trade experience or trade-related courses for all applicants equally.
6. Engage in OUTREACH or other such programs, designed to recruit, pre-qualify and place minorities and women (minority and non-minority) in apprenticeship such as BFIT, Women in Trades Network, NOW, or other non-traditional employment programs.
7. Use Coordinator, Instructors, Employers, and Journeylevel workers to promote affirmative action program.

4. TERM OF APPRENTICESHIP:

The term of apprenticeship shall be not less than 6400 hours of reasonably continuous employment in an approved schedule.

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5. PROBATIONARY PERIOD:

The first 1,000 hours of work during apprenticeship shall be the probationary period. Employers and journeymen shall carefully observe the actions of the apprentices during this trial period in order to determine the advisability of their continuing in the trade. If the apprentices fail to apply themselves, seem unable or unwilling to adapt themselves to trade conditions, or are otherwise found to be unsuited to the trade, they shall be dropped from apprenticeship before the expiration of the probationary period.

6. RATIO OF APPRENTICES TO JOURNEYMEN:

Any employer shall be permitted to employ apprentices; *on structural, reinforcing, or rigging jobs* at the ratio of not less than one (1) apprentice to every six (6) journeymen, and *on ornamental jobs* at the ratio of not less than one (1) apprentice to every four (4) journeymen.

7. WAGE PROGRESSION:

Apprentices shall be paid on the following percentage basis in accordance with WAC 296-04-270(2)(c):

1st period of 800 hours of employment 65% of journeyman ironworker rate

2nd period of 800 hours of employment 70% of journeyman ironworker rate

3rd period of 800 hours of employment 75% of journeyman ironworker rate

4th period of 800 hours of employment 80% of journeyman ironworker rate

5th period of 800 hours of employment 90% of journeyman ironworker rate

6th period of 800 hours of employment 90% of journeyman ironworker rate

7th period of 800 hours of employment 95% of journeyman ironworker rate

8th period of 800 hours of employment 95% of journeyman ironworker rate

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8. WORK PROCESSES:

During the period of apprenticeship, the apprentice shall receive such instruction and experience in all branches of the trade as may be available, including the preparation of materials for installation, as is necessary to develop a practical and skilled mechanic who is versed in the theory and practice of this trade. He/she shall perform such duties as are commonly related to an ironworker apprenticeship and shall at all times be under the supervision of a competent journeyman. Safe working practices shall be a prime consideration in every work operation.

The following schedule of work experience of the trade is submitted as a guide and will be followed as closely as trade conditions will permit, subject to Apprenticeship Committee ruling.

The following work schedule is to be considered as a guide and is not to be regarded as either maximum or minimum of work experience.

<u>Ironworker:</u>	<u>D.O.T. #801.361-014</u>	<u>HOURS</u>
Decking.....		300
Ornamental.....		1200
Post Tension.....		900
Reinforcing		900
Rigging.....		900
Sheeting		300
Structural.....		1000
Welding & Cutting.....		900
TOTAL HOURS:		6400

ALL OF THE FOREGOING WORK EXPERIENCE AS HEREIN NOTED IN UNDERSTOOD TO MEAN AS IT PERTAINS TO THE TRADE HEREIN INVOLVED IN THESE STANDARDS.

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9. RELATED/SUPPLEMENTAL INSTRUCTION:

- A. Each apprentice shall enroll in and attend classes in subject related to this trade as approved by the State Board for Community and Technical Colleges, for a minimum of 144 hours per year.
- B. The methods of related/supplemental training shall consist of one or more of the following:
 - (X) Supervised field trips
 - (X) Approved training seminars
 - () A combination of home study and approved correspondence courses
 - () Technical college
 - (X) Community college
 - (X) Training trust
- C. Hours 204 minimum
- D. Satisfactory progress must be maintained in related training classes. (See Section 10, Administrative/Disciplinary Procedures.)
- E. Each apprentice shall attend daytime, Saturday, or evening supplemental classes. All apprentices must maintain a grade point average of 75% (C) to qualify for advancement
- F. In case of failure on the part of any apprentice to fulfill his/her obligations as to school attendance, the Apprenticeship Committee, subject to review by the Washington State Apprenticeship and Training Council, shall have the authority to suspend or evove his/her agreement. The employer and the union agree to carry out the instruction of the said Committee in this respect. The apprentice agrees to abide by any such determination of said Committee.

THE APPRENTICESHIP COMMITTEE WILL MAKE FINAL DETERMINATION AS TO QUALIFICATIONS OF SUPERVISOR(S) OF RELATED WORK EXPERIENCE.

10. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

Committee Policy and Expectations:

The training program is administered by a Joint Apprenticeship and Training Committee (JATC) made up of a minimum of three (3) journeyman ironworkers and three (3) employers. The JATC is responsible, under state law, for your training while in the apprenticeship program. Part of this responsibility is shared by you, the apprentice.

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The JATC is committed to the successful completion of your apprenticeship and your career as an ironworker. The JATC is ready and willing to assist you in resolving any problems which may arise during your period of apprenticeship.

The JATC is hereby advising you of its expectations concerning your conduct as an indentured apprentice and of its procedures regarding related training classes, rotation of work assignments, monthly progress records, citations, and tool requirements.

- A. Any apprentice leaving the jurisdiction of the JATC to work at the trade without first receiving approval of the Committee will be subject to cancellation. A travel letter from the apprenticeship office is necessary in order to work outside the geographical jurisdiction of this JATC.
- B. Apprentices not attending related training and who are not employed shall be available for work and accept all job referrals offered them. While employed, all apprentices must be on time and all absences must be excused. Apprentices must not quit or be fired. Any violation of these requirements may result in disciplinary action, suspension, or cancellation.
- C. Substance Abuse Testing: The Apprenticeship Committee shall have the authority to adopt a drug and alcohol testing program in order to ensure that each apprentice can work safely in a drug and alcohol free environment. Each apprentice agrees to be subject to such testing as a condition for maintaining his/her apprenticeship agreement. Many employers have pre-employment urinalysis exams. Failure to pass a urinalysis exam will automatically result in a citation to appear before the JATC at the next regular meeting.
 - 1. Probationary period apprentices (1st 1,000 hours) that fail to pass a urinalysis exam will be canceled from the program by the JATC.
 - 2. After the probationary period, failure to pass a urinalysis exam will cause the JATC to place you on suspension for a period of six (6) months. While on suspension, you will not be working at the trade.
 - 3. Failure to pass a second urinalysis exam will cause you to be cited before the JATC and canceled from the program.
- D. Prior to being dispatched to their first job, all apprentices shall attend a minimum 20-hour safety and trade orientation course.
- E. Drivers License: A valid driver's license may be required by an employer as a condition of employment.
- F. The following are policies of this JATC:

1. CONDUCT

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- a. Notify the apprenticeship office immediately of any changes of your address and telephone number.
- b. At lay-off time, place your name on the apprentice out of work list in the dispatch office. It is also your responsibility to notify the coordinator of your out of work status.
- c. Unless prior arrangements for time off have been made, be ready and available for work. Dispatch hours are 8:00 a.m. to 10:00 a.m., Monday - Friday.
- d. When dispatched to work, notify the apprenticeship office of your new work status, employer's name, and location of job site.
- e. Always report to work on time and in no way incapacitated.
- f. Notify the apprenticeship office of any disabling injuries sustained on or off the job.

2. RELATED TRAINING CLASSES

An apprentice who is late for class will be required to make up the class hours in a manner acceptable to the Committee. Excessive absenteeism will be cause for disciplinary action, suspension, or cancellation from the program.

- a. Attendance at all related training classes is mandatory.
- b. Lost class time will be made up at the instructor's convenience.
- c. Report to class on time, ready for instruction, with the required book and tools as outlined by your related training instructor.

3. ROTATION OF WORK ASSIGNMENT

Apprentices may be moved from employer to employer in order to round out their work experience as required by the Standards.

- a. At the completion of your yearly related training class, you will be dispatched to work for a different employer than the one you were working for prior to class. This is done in order to round out your job experience.

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- b. Dispatching, at the completion of the yearly related training class, will be done according to your classroom attendance record and class performance.
- c. All other dispatching will be done on first in - first out basis unless you need hours in another job category. Example: If you have excessive reinforcing hours, you will be held in place for a limited amount of time waiting for a structural or ornamental job and vice versa.

4. MONTHLY PROGRESS REPORTS

Each apprentice will submit a Daily Work Record or signed Employment Progress Report to the training office by the 15th of the following month.

- a. A monthly progress report must be completed in full for each month you are an apprentice regardless of your employment status.
- b. If you are employed, the progress report must be signed by your job supervisor. Unsigned progress reports will not be accepted.
- c. It is your responsibility to ensure signed progress reports are mailed to the apprenticeship office in a timely manner.

5. CITATIONS TO APPEAR BEFORE THE JATC

- a. A citation to appear before the JATC at its next scheduled meeting is to be answered by appearance at the meeting.
- b. If you are cited to appear for disciplinary action, bring with you all evidence and witnesses you deem necessary to present your case to the JATC.
- c. Only excuses of the gravest nature will be considered adequate for postponement of your citation.

6. TOOLS REQUIRED FOR THE TRADE

Each apprentice will purchase the recommended tools at the time indicated by the coordinator, as authorized by the Apprenticeship Committee.

- a. The Training Coordinator will supply you with a list of hand tools you must provide in order to perform reinforcing, structural, and ornamental work.

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- b. Tool belts and tools, if available, will be issued to you at cost.
- c. All tools issued by the apprenticeship will be paid for with ninety (90) days. Overdue tool purchase amounts will be withheld from your vacation account.

11. **COMPOSITION OF COMMITTEE AND ALTERNATES:**

The Apprenticeship Committee shall be composed of equal representatives of the Employers and the Employees of International Association of Bridge, Structural, Ornamental and Reinforced Ironworkers Local No. 29. The Apprenticeship Committee shall be composed of a minimum of three (3) members representing the employers and three (3) members representing labor. A quorum shall consist of two (2) members from each group.

The Employer Representatives Shall Be:

John Doolittle, Secretary
Doolittle Erectors
5512-A NE 105th
Portland, OR 97220

Dennis Carey, H & L Corp.
200 NE Victory, Suite 200
Gresham, OR 97030

Kenn Carr
Carr Construction
PO Box 8638
Portland, OR 97207

Ed Runyon
REFA Erection
PO Box 23724
Tigard, OR 97223

The Employee Representatives Shall Be:

Paddy Barry, Chairman
6701 SE Foster Road
Portland, OR 97206

Larry Haatia
3150 SE 158th Avenue
Portland, OR 97236

Robert Clerihew
1896 SW Heiney Road
Gresham, OR 97030

Phil Weller
6701 SE Foster Road
Portland, OR 97206

12. **SUBCOMMITTEE:** None

13. **TRAINING DIRECTOR/COORDINATOR:**

Lee Worley, Coordinator
6701 SE Foster Road
Portland, OR 97206
(503) 775-0877